MINUTES
For the Regular Meeting of the
Council of the Municipality of West Grey
Held on Monday, December 17, 2018 at 6:30 p.m.
At the Council Chambers – West Grey Municipal Office

Council  Mayor Christine Robinson, Deputy Mayor Tom Hutchinson, Councillor Beth Hamilton, Councillor Rebecca Hergert, Councillor Doug Hutchinson, Councillor Geoffrey Shea, Councillor Stephen Townsend
Staff  Laura Johnston, CAO/Deputy Clerk; Mark Turner, Clerk; Kerri Mighton, Director of Finance/Treasurer; Brent Glasier, Director of Infrastructure and Public Works; Stephanie Stewart, Manager, Community Services; Cathy Sweeney, Economic Development Coordinator

Declarations of Pecuniary Interest and General Nature Thereof - None

Closed Session
Townsend-Deputy-Mayor Hutchinson, Whereas, the Municipal Act, S.O. 2001, Section 239 (2), as amended, authorizes Councils of municipalities to close to the public a meeting or part of a meeting for dealing with certain subject matters,
Now therefore be it resolved that, the Council of the Municipality of West Grey, does now go into a closed session at 6:31 p.m., with the CAO/Deputy Clerk, and Clerk, to discuss an item that relates to personal matters about an identifiable individual, including municipal or local board employees (citizen appointments to committees). #349-18 Carried.

Councillor Hutchinson-Shea, Be it resolved that, the Council of the Municipality of West Grey hereby returns to Open Session at 7:00 p.m. #350-18 Carried.

(Mayor Robinson confirmed that only closed session items identified were discussed in closed session.)

Matters Arising from the Closed Session
Mayor Robinson reported that Council gave direction to the Clerk in closed session to amend By-law Number 132-2018 by appointing Doug Townsend to the West Grey Police Service Board.

Comment Period
Bob Miller questioned the approximate $8,800 expense upgrades in the Council Chambers. The Director of Finance/Treasurer replied that $10,000 was budgeted in 2018 for audio-visual upgrades in the Council Chambers.
Bob Miller asked about Council potentially using electronic voting devices similar to what is being used by the Township of Southgate that was discussed during the December 10, 2018 Committee of the Whole meeting. The Clerk responded that a report on this issue will be forthcoming.

Bob Miller pondered how necessary were the legal fees incurred for approximately $13,000 as noted in the accounts. Bob Miller also mentioned there was much discussion during the recent municipal election regarding the provision of affordable housing, and indicated he hopes Council supports the request to waive development charges fees for the proposed affordable housing apartment units being presented during tonight’s delegation.

Public Meetings – None

Part I - Consent Agenda
Hergert-Townsend, Be it resolved that, Items A1 to B1 inclusive, contained in Part 1 – Consent Agenda, be adopted, as amended; And further that, authorization be given for the action to be taken as may be necessary to give effect to the recommendations contained therein. #351-18 Carried.

Adoption of Minutes
Council:
A1 Minutes of Regular Council Meeting – November 19, 2018 (draft)
   Minutes of Inaugural Council Meeting – December 3, 2018 (draft)
   Minutes of Council Meeting (Orientation Session) – December 5, 2018 (draft)
   Minutes of Committee of the Whole Meeting – December 10, 2018 (draft)
   Minutes of Committee of the Whole (Planning) Meeting – December 10, 2018 (draft)
Committees:
A2 West Grey Committee of Adjustment – November 12, 2018
   West Grey Parks Committee – October 4, 2018
   Neustadt Recreation Advisory Committee – October 10, 2018
   Normanby Recreation Advisory Committee – October 24, 2018
   West Grey Parks Committee – November 7, 2018
   Neustadt Recreation Advisory Committee – November 14, 2018 (draft)
   West Grey Committee of Adjustment – December 10, 2018 (draft)
Other
A3 Drinking Water Source Protection Committee – June 22, 2018
   Saugeen Mobility and Regional Transit – September 28, 2018
   Multi-Municipal Wind Turbine Working Group – October 11, 2018
   Elmwood Community Centre Board – October 16, 2018
   West Grey Public Library Board – October 17, 2018
Hamilton-Councillor Hutchinson, Be it resolved that, the Minutes of the Inaugural Council Meeting held on December 3, 2018; the Minutes of the Council Meeting held on December 5, 2018; the Minutes of the Committee of the Whole Meeting held on December 10, 2018; and the Minutes of the Committee of the Whole (Planning) Meeting held on December 10, 2018, be adopted, as printed, and the Minutes of the Council Meeting held on November 19, 2018, be adopted, as amended; Further that, the Minutes of the West Grey Committees – A2, be received, as circulated; And further that, the Minutes of the Other Committees – A3, be received, as circulated. #352-18 Carried.

Routine Department Reports
B1 Clerk – Report #CC 12/17/18 – resolution #353-18, #354-18

Hamilton-Councillor Hutchinson, Be it resolved that, the Council of the Municipality of West Grey hereby approves the following meetings/meeting dates:

2019 Council Meeting Dates (Council Meetings on Tuesdays unless otherwise noted)

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
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</thead>
<tbody>
<tr>
<td>January 8, 10:00 a.m.*</td>
<td>January 22, 7:00 p.m.**</td>
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<tr>
<td>February 5, 10:00 a.m.</td>
<td>February 19, 7:00 p.m.</td>
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<tr>
<td>March 5, 10:00 a.m.</td>
<td>March 19, 7:00 p.m.</td>
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<tr>
<td>April 2, 10:00 a.m.</td>
<td>April 16, 7:00 p.m.</td>
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<tr>
<td>May 7, 10:00 a.m.</td>
<td>May 21, 7:00 p.m.</td>
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<tr>
<td>June 4, 10:00 a.m.</td>
<td>June 18, 7:00 p.m.</td>
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<tr>
<td>July 2, 10:00 a.m.</td>
<td>July 16, 7:00 p.m.</td>
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<tr>
<td>August 6, 10:00 a.m.</td>
<td>August 27, 7:00 p.m.</td>
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<tr>
<td>September 3, 10:00 a.m.</td>
<td>September 17, 7:00 p.m.</td>
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<td>October 1, 10:00 a.m.</td>
<td>October 15, 7:00 p.m.</td>
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<tr>
<td>November 5, 10:00 a.m.</td>
<td>November 19, 7:00 p.m.</td>
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<tr>
<td>December 3, 10:00 a.m.</td>
<td>December 17, 7:00 p.m.</td>
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*Closed sessions of morning Council meetings commence 9:00 a.m.
**Closed sessions of evening Council meetings commence 6:00 p.m.

2019 Committee of the Whole Meetings (last Tuesday of each month unless otherwise noted)

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
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<tbody>
<tr>
<td>Wednesday, January 30, 9:00 a.m.</td>
<td>March 5, 1:00 p.m. (or after Council mtg.)</td>
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<tr>
<td>March 26, 9:00 a.m.</td>
<td>April 30, 9:00 a.m.</td>
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<td>May 28, 9:00 a.m.</td>
<td>June 25, 9:00 a.m.</td>
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<tr>
<td>July 30, 9:00 a.m.</td>
<td>August 27, 9:00 a.m.</td>
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Hamilton-Councillor Hutchinson, Whereas, subsections 268(1), (2) and (3) of the Municipal Act 2001, S.O. 2001, c. 25, as amended, authorizes a council of a local municipality to appoint one of its members as an alternate member of the upper-tier council, to act in place of a person who is a member of the council of the local municipality and its upper-tier municipality, when the person is unable to attend a meeting of the upper-tier council for any reason, limiting the appointment of more than one alternate member during the term of council; And whereas, the Council of the Municipality of West Grey deems it expedient and in the best interests of the municipality to appoint an alternate member to the upper-tier council; Now therefore be it resolved that, the Council of the Municipality of West Grey hereby appoints Councillor Geoffrey Shea as its alternate member to the upper-tier (Grey County) council. #354-18 Carried.

Miscellaneous Correspondence (For Information Only - Not Circulated but Available for Viewing at Meeting)
C1 Larry Miller, M.P. Bruce-Grey-Owen Sound – letter of congratulations to Mayor Robinson respecting her recent election victory

Future Committee Meetings
D1 None

Part II - Regular Agenda

Communications from the Mayor and Council
Mayor Robinson, Councillors Hamilton, Hergert, Hutchinson, and Townsend, reported on past activities and events since the last regular meeting of Council, and on upcoming events and activities.

Delegations
1993934 Ontario Inc., Jason Tremble (President) & Kevin Tremble (Vice-President)
Jason Tremble (President) & Kevin Tremble (Vice-President) of 1993934 Ontario Inc.,
requested Council to consider waiving or reducing the development charges for the
eleven affordable residential apartment units proposed at Plan 500, Park Part Lot 8,
Chester N/S, Geographic Town of Durham. There are three other apartment units in the
proposed building that will not be deemed as affordable housing.

Council asked the Clerk if any development charges fees have been waived or reduced
in the past. The Clerk responded that he cannot recall any waiving or reducing of
development charges fees in the past by the municipality.

Council noted the merits of proposed affordable housing.

Council asked for confirmation that the agreement between the developer and Grey
County is for 20 years. Kevin Tremble responded affirmatively, indicating if they sold the
property within the 20 year time frame the agreement would still apply to the new
owners.

Council questioned if there is sufficient money to be made with an affordable housing
project, and asked if the owner has considered transferring ownership to another body.
Kevin Tremble replied that this has not been contemplated at this time.

Council questioned what accessible features will be incorporated with the building.
Kevin Tremble indicated there will be one accessible apartment unit, with the entire
main floor being accessible.

Council asked the Trembles’ to provide the parameters of the proposed building subject
to the Grey County agreement. Kevin Tremble stated there was a Request for
Proposals (RFP) process initiated by Grey County in September 2018. The Trembles’
indicated it will be a full brick building, 3 storeys high, energy star windows, and spray
foam insulation that exceeds minimum building code requirements. They are still
working on designs to proceed to the architect, and Kevin Tremble indicated a
willingness to provide their entire proposal to the municipality.

Council asked about any energy efficient lighting being proposed for the building. Kevin
Tremble responded that there will be high efficiency appliances, with laundry facilities in
basement. The developers would like to provide LED lighting possibly with motion
sensors.

Council questioned if the developers sold the property, what happens with the
agreement. The Clerk noted his conversation with Anne-Marie Shaw, Director of
Housing, Grey County, and indicated he is satisfied that the proposed eleven apartment
units are truly affordable housing units, and if sold, will continue to apply to new owners
for the duration of the agreement.
December 17, 2018

Council expressed a concern with the potential loss of development charges fees that help pay for municipal services if the fees are waived or reduced.

Council questioned how many parking spaces are being provided. Kevin Tremble indicated the zoning by-laws require 1 ½ parking spaces per unit, including at least one accessible parking space.

Council noted even though there would be a loss of approximately $35,000 in development charges fees, there are many other residential units being proposed in West Grey that will assist with the municipal tax base.

The Clerk stated he can extend an invitation to Anne-Marie Shaw, Director of Housing, Grey County, to a future Council or Committee of the Whole meeting if desired by Council. Council indicated support for the suggestion by the Clerk. - resolution #358-18

Townsend-Hergert, Be it resolved that, the Council of the Municipality of West Grey hereby defers a decision respecting the request from 1993934 Ontario Inc., to waive or reduce development charges for further discussion during the January 30, 2019 Committee of the Whole meeting. #358-18 Carried.

Business Arising from the Previous Meeting - None

Staff Reports

Director of Finance/Treasurer - Report #FTR 12/17/18
Approval of Accounts, Voucher #22-2018 – resolution #355-18
Council Technology Review – resolution #356-18
Committee of the Whole Budget Meeting Dates – resolution #357-18

Deputy-Mayor Hutchinson-Shea, Be it resolved that, the Director of Finance/Treasurer be authorized to pay the accounts presented as Voucher No. 22-2018 in the amount of $3,493,137.06, of the Municipality of West Grey. #355-18 Carried.

Councillor Hutchinson-Hergert, Be it resolved that, the Council of the Municipality of West Grey hereby approves the purchase of laptops and payment of monthly security fees, with licenses not included, for those Council members who choose to use laptops, and iPads to be returned by those Council members choosing laptops, as recommended by the Committee of the Whole. #356-18 Carried.

Townsend-Hergert, Be it resolved that, the Council of the Municipality of West Grey hereby approves the following Committee of the Whole (2019 Preliminary Budget) Meeting date: January 8, 2019, 1:00 p.m., West Grey Municipal Office. #357-18 Carried.
Director of Infrastructure and Public Works – Report #DIPW 12/17/18
Sunvale Subdivision Pre Servicing Agreement (see By-law Number 134-2018)
Request for Winter Maintenance Service in Forest Creek Estates – resolution #359-18
Participation in City of Owen Sound 2019 Household Hazardous Waste Event – resolution #360-18

Hamilton-Councillor Hutchinson, Be it resolved that, the Council of the Municipality of West Grey hereby declines the request from JAKO Developments Inc., to provide winter road maintenance prior to the assumption of roads by the Municipality of West Grey respecting the Forest Creek Estates Plan of Subdivision (Plan 1097), in the Geographic Township of Bentinck. #359-18 Carried.

Shea-Deputy-Mayor Hutchinson, Be it resolved that, the Council of the Municipality of West Grey hereby requests staff to prepare a by-law for a future Council meeting to approve entering into a 2019 Household Hazardous Waste Agreement between the City of Owen Sound and the Municipality of West Grey. #360-18 Carried.

Manager, Community Services – Report PRC #12/17/18
Elmwood Community Centre Joint Recreation Agreement (see By-law Number 136-2018)
Financial Agreement- Elmwood Community Centre Board (see By-law Number 135-2018)

Retail Sale of Recreational Cannabis – resolution #361-18 (Council requested Ms. Sweeney to verify what time on January 22, 2019 that municipalities have to opt out.)

Hergert-Townsend, Be it resolved that, the Council of the Municipality hereby directs staff to initiate a community engagement survey campaign to allow public input regarding hosting retail cannabis outlets within the Municipality; and THAT, a Public Meeting be held during the January 8, 2019 Council meeting, from 10:15 a.m. to 10:45 a.m., to provide an opportunity for members of the public to comment on the issue of hosting retail cannabis outlets within the Municipality, and FURTHER THAT, that staff report back to Council by January 8, 2019 with the results of the survey, in conjunction with the aforementioned Public Meeting, to enable Council to fully evaluate and consider the feedback from the community to determine if the Municipality will “opt in” or “opt out”. #361-18 Carried.

Clerk – Report #CR #12/17/18
Multi-Municipal Long-Term Care Working Group – resolution #362-18
Councillor Hutchinson-Shea, Be it resolved that, the Council of the Municipality of West Grey hereby defers a decision respecting the request from the Multi-Municipal Long-Term Care Working Group to appoint two Council members to the Working Group;
And further that, Council requests the two upper-tier representatives representing the Municipality of West Grey to request Grey County Council to re-visit the issue of the future of Long-Term Care in the County of Grey, and request Grey County to report back any updates of same to lower-tier municipalities. #362-18 Carried.

By-Laws – First, Second & Third Readings
129-2018 A By-law to rezone Lot 3, Concession 15, Geographic Township of Normanby (Francis & Elaine Walter – B12/2018) – resolution #363-18
130-2018 A By-law to establish a Terms of Reference and Mandates for certain advisory and local committees of the Municipality of West Grey ( repeals By-law Number 119-2018 ) – resolution #364-18
131-2018 A By-law to appoint officials to various committees of the Municipality of West Grey ( repeals By-law Numbers 36-2018, 55-2018 & 107-2018 ) – resolution #365-18
132-2018 A By-law to appoint citizens to various committees of the Municipality of West Grey – resolution #366-18
133-2018 A Site Plan Control Area By-law for lands described as Plan 80, Part Lots 8 & 9, Queen St. (6 Queen Street East, Elmwood), Geographic Township of Bentinck (Scott Beckenhauer) – resolution #367-18
134-2018 A By-law to enter into a Subdivision Pre-Servicing Agreement between John Welton Custom Homebuilding Ltd., and the Municipality of West Grey – resolution #368-18
135-2018 A By-law to enter into a Financing Agreement between the Elmwood Community Centre Board, Municipality of Brockton, and Municipality of West Grey – resolution #369-18
136-2018 A By-law to enter into an Elmwood Community Centre Joint Recreation Agreement between the Municipality of Brockton, and Municipality of West Grey – resolution #370-18
137-2018 A By-law to confirm the proceedings of the December 5 & 17, 2018 Council meetings – resolution #371-18

Deputy-Mayor Hutchinson - Shea, Be it resolved that, By-law Number 129-2018, being a By-law law to rezone Lot 3, Concession 15, Geographic Township of Normanby (Francis & Elaine Walter – B12/2018), be now read a first, second and third time, passed and numbered and that the said by-law be signed by the Mayor and Clerk, sealed with the seal of the Corporation and be engrossed in the by-law book. #363-18 Carried.
December 17, 2018

Hamilton–Councillor Hutchinson, Be it resolved that, By-law Number 130-2018, being a By-law to establish a Terms of Reference and Mandates for certain advisory and local committees of the Municipality of West Grey (repeals By-law Number 119-2018), be now read a first, second and third time, passed and numbered and that the said by-law be signed by the Mayor and Clerk, sealed with the seal of the Corporation and be engrossed in the by-law book. #364-18 Carried.

Townsend-Hergert, Be it resolved that, By-law Number 131-2018, being a By-law to appoint officials to various committees of the Municipality of West Grey (repeals By-law Numbers 36-2018, 55-2018 & 107-2018), be now read a first, second and third time, passed and numbered and that the said by-law be signed by the Mayor and Clerk, sealed with the seal of the Corporation and be engrossed in the by-law book. #365-18 Carried.

Councillor Hutchinson-Hamilton, Be it resolved that, By-law Number 132-2018, being a By-law to appoint citizens to various committees of the Municipality of West Grey, be now read a first, second and third time, passed as amended and numbered and that the said by-law be signed by the Mayor and Clerk, sealed with the seal of the Corporation and be engrossed in the by-law book. #366-18 Carried.

Hergert-Townsend, Be it resolved that, By-law Number 133-2018, being a Site Plan Control Area By-law for lands described as Plan 80, Part Lots 8 & 9, Queen St. (6 Queen Street East, Elmwood), Geographic Township of Bentinck (Scott Beckenhauer), be now read a first, second and third time, passed and numbered and that the said by-law be signed by the Mayor and Clerk, sealed with the seal of the Corporation and be engrossed in the by-law book. #367-18 Carried.

Hamilton-Councillor Hutchinson, Be it resolved that, By-law Number 134-2018, being a bylaw to enter into a Subdivision Pre-Servicing Agreement between John Welton Custom Homebuilding Ltd., and the Municipality of West Grey, be now read a first, second and third time, passed and numbered and that the said by-law be signed by the Mayor and Clerk, sealed with the seal of the Corporation and be engrossed in the by-law book. #368-18 Carried.

Hergert-Townsend, Be it resolved that, By-law Number 135-2018, being a bylaw to enter into a Financing Agreement between the Elmwood Community Centre Board, Municipality of Brockton, and Municipality of West Grey, be now read a first, second and third time, passed and numbered and that the said by-law be signed by the Mayor and Clerk, sealed with the seal of the Corporation and be engrossed in the by-law book. #369-18 Carried.
Hergert-Townsend, Be it resolved that, By-law Number 136-2018, being a bylaw to enter into an Elmwood Community Centre Joint Recreation Agreement between the Elmwood Community Centre Board, Municipality of Brockton, and Municipality of West Grey, be now read a first, second and third time, passed and numbered and that the said by-law be signed by the Mayor and Clerk, sealed with the seal of the Corporation and be engrossed in the by-law book. #370-18 Carried.

Shea – Deputy-Mayor Hutchinson, Be it resolved that, By-law Number 137-2018, being a bylaw to confirm the proceedings of the December 5 & 17, 2018 Council meetings, be now read a first, second and third time, passed and numbered and that the said by-law be signed by the Mayor and Clerk, sealed with the seal of the Corporation and be engrossed in the by-law book. #371-18 Carried.

New Business
Mayor Robinson, with Council’s concurrence, request staff to bring forward the issue of Asset Management Planning for discussion at a future meeting, such as at a Committee of the Whole (Budget) meeting.

Council also requested the Director of Infrastructure and Public Works to bring forward a report on the estimated costs to provide winter maintenance for all sidewalks in West Grey.

Addendum - None
Notice of Motion/Direct Motions - None
Closed Session – Incomplete Items Only - None
Matters Arising from Closed Session – Incomplete Items Only - None

Question Period
Callie Greenshields noted the delegate speaking on their proposed affordable housing apartment units mentioned only one handicap parking space is being provided. Ms. Greenshields suggested there should be additional handicap spaces provided. The Clerk responded that if the proposed apartment building meets the requirements of the Zoning By-law concerning the provision of handicap parking spaces, then Council/staff can only suggest to the developer that they provide additional handicap parking spaces.

Ms. Greenshields suggested holding another public meeting in the evening respecting cannabis retail outlets. Mayor Robinson noted the tight time frames for issuing the survey and holding a public meeting prior to a decision having to be made by the municipality by January 22.
Ms. Greenshields also expressed some concerns with the possible impact on existing wells of properties in the vicinity of the John Welton Custom Homebuilding Ltd./Sunvale Homes development. The Director of Infrastructure and Public Works indicated the proposed subdivision will be connected to municipal water and sewer services, and therefore, should not impact surrounding wells.

Don Tremble, spoke concerning the securities for the Pre-Servicing Agreement and the upcoming Subdivision Agreement with John Welton Custom Homebuilding Ltd./Sunvale Homes, noting the talks in the media regarding a recession, and stated he is not sure why West Grey has to check with neighbouring communities in terms of securities being provided. Mr. Tremble stated Council should just decide what is best for West Grey.

Robin Gingerich questioned what happened with people being required to shovel their own sidewalks, as they should be encouraged to do so. The Director of Infrastructure and Public Works will consider this issue.

Bob Miller questioned if paper copies of the cannabis survey will be made available. The CAO/Deputy Clerk indicated paper copies of the survey will be provided at the West Grey Office and library facilities, and can be sent to individuals upon request. The Municipality will also connect with some local businesses, and a confidential drop-box for submitting the surveys will also be provided.

**Municipal Act – Notices - None**

**Adjournment**

Councillor Hutchinson-Hamilton, Resolved that, we do now adjourn at 9:31 p.m., to meet again on January 8, 2019, 10:00 a.m., or at the call of the Mayor. Carried.

(Signed) (Signed)
Christine Robinson, Mayor Mark Turner, Clerk